

## **Gross Liquor Sales (GLS) Report** (Rev. 07/01/14) **Online Instructions for Restaurant Category Licensees**

The GLS online reporting system is quick and simple to use! GLS reports are due each year on July 31<sup>st</sup>. You may provide your report as early as July 1<sup>st</sup>. The report involves sales of liquor, food, and other non-alcoholic drinks (coffee, soft drinks, etc.) made during a particular **fiscal year from July 1 (previous year) thru June 30 (current year)**.

Prior to logging in to the GLS online system, please have the following sales numbers in hand ready to input for the current fiscal year.

- 1)** Gross Liquor Sales  
Includes total liquor sales with tax
- 2)** Total Food Sales  
Includes total sales with tax
- 3)** Other Non-Liquor Sales  
Includes non-alcoholic beverages (coffee, tea, soft drinks, etc.), Commission Sales, Souvenirs, etc. all with tax
- 4)** Complimentary Drinks  
At the value of its sales price
- 5)** Liquor Stock (in dollars, includes wholesale tax and bottle fees)  
Liquor Stock on hand as of July 1<sup>st</sup> of the previous year  
Total Liquor Purchases from July 1<sup>st</sup> (previous year) to June 30<sup>th</sup> (current year)  
Liquor Stock on hand as of June 30<sup>th</sup> (current year)

Access the GLS reporting website using **Internet Explorer, Version 7 or 8**. If you are unable to access the program, it may be due to the version of Internet Explorer. A potential fix for this issue is to go to “Tools – Compatibility View Settings” and click the box “Display All Websites in Compatibility View.” See the following pages for step-by-step instructions to complete your GLS online report.

Should you need assistance, please contact someone from our Auditing Team.

### Auditing Contacts:

Daniel Arakaki (808)768-7320  
Seng Vongphila (808)768-7321  
Akiko Reyes (808)768-7360

## GLS Online Instructions for **Restaurant** type Licensees

Access the GLS Webpage: <http://www1.honolulu.gov/liq/licensing/report.htm>

The screenshot shows the Honolulu.gov website in a Windows Internet Explorer browser. The address bar displays <http://www1.honolulu.gov/liq/licensing/report.htm>. The website header includes the Honolulu.gov logo and navigation links: Government, Agencies and Departments, Online Services, Business, Residents, and Visiting. A search bar is located in the top right corner.

The main content area is titled "Gross Liquor Sales". On the left side, there is a sidebar with various links under the heading "General Info". The sidebar links include: [Announcement](#), [Contact Info](#), [Administration](#), [Personnel Info](#), [Commercial Licensing](#), [Deadline for Filing License Renewal](#), [Gross Liquor Sales](#), [Contact Info](#), [Employee Registration](#), [Registration Requirement](#), [Semi-Annual Update](#), [Hearing](#), [Agendas](#), [Highlights/Newsletters](#), [Server Training \(Managers & Bartenders\)](#), [Schedules](#), [On-Line Services](#), [Payments](#), [Forms, Documents & Rules](#).

The main content area contains the following information:

- <http://www3.honolulu.gov/LiqGLS> (with a callout box pointing to it: "Click here to access the GLS Online Website")
- [GLS Online Instruction](#)
- For questions or assistance, please call the following Liquor Commission Auditors:
- Daniel Arakaki (808) 768-7320
- Seng Vongphila (808) 768-7321
- Akiko Reyes (808) 768-7360

At the bottom left, there is contact information for the Honolulu Liquor Commission:

**Honolulu Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Blvd. Suite 600  
Honolulu, HI 96813-5249

Phone: (808) 768-7300  
Fax: (808) 768-7311  
(Administration, Enforcement, Licensing)  
Fax: (808) 768-7322  
(Registration)

email: [liquor@honolulu.gov](mailto:liquor@honolulu.gov)

The bottom of the browser window shows the status bar with "Internet | Protected Mode: On" and a 100% zoom level.

GLS Online Website <https://www3.honolulu.gov/LiqGLS/frmLogon.aspx>

(Note: When accessing the GLS website, you may encounter a Security Alert prompt. Please "Accept" and the system will continue.)

The Login Page will appear. Enter in you **Liquor License #** and **password**.

- License Number is your Liquor Commission License Number
- Password was provided to you in June, printed on your GLS Notification letter. When you first login, you will be prompted to change your password.
- If you have previously logged in, please use the password you created. Once the original password is changed, it will remain active.
- Keep your password safe for future use.
- If you have lost your login/password information and are authorized to contact the Liquor Commission for GLS matters, call 768-7320.

Liquor Commission's Gross Liquor Sales (GLS) Report Online - Windows Internet Explorer

https://mirror3.honolulu.gov/liqglslfrmLogon.aspx

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**Budget & Fiscal Services**

You are here: Home / On-Line Services /

**Liquor Commission: Login Page**

Welcome to the Liquor Commission's Gross Liquor Sales (GLS) Report Online!

Please sign in to file and/or view your GLS report(s):


License #:

Password:

Login

**LOGIN**  
Enter your Liquor License # and Password

Click Login



- Your computer generated password is located on the licensee copy of the annual renewal form (yellow).
- The computer generated password must be changed to a personalized password after the first login session.
- From this point, your personalized password will be non-expiring. **Please keep it in a safe place.** You will be able to access your account at anytime to either complete your gross liquor sales report or to view previously submitted reports.
- The creation of the personalized password requires a minimum of 7 alphanumeric characters with no spaces in between. It must consist of at least 1 letter, 1 number, and a capital letter or a special character.
- For a detailed explanation of the on-line filing process, go to the gross liquor sales section of the Liquor Commission website and click on **GLS Online Instructions**.
- The system automatically logs out after 60 minutes of inactivity. Please **save** your work during the process.

**Please Note:**


- This web application is best viewed in **IE 7 and above**, and in screen resolution of **1024x768**.

**Mail or drop-off additional license fee payments at:**

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

**If you need assistance, please call the Liquor Commission audit staff: (808) 768-7320 or 768-7321.**

This service is provided by:



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## CHANGE PASSWORD

After you've logged in. You will be prompted to **change your password**. If this is your first time logging in, you are required to change your password. Passwords require 7 to 25 characters with a combination of at least three (3) of the following:

- Upper case letters
- Lower case letters
- Numbers
- Special Characters (!, @, #, \$, %, etc.)

Report List - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqgl/frmReportList.aspx

Government | Agencies and Departments | Online Services | Business | Residents | Visiting

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### Liquor Commission: My GLS Report(s)

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

Filing Report Period	Gross Liquor Sales	Amount Due	Filing Date & Time	By Whom	Action
<a href="#">File New Report</a>					

[Print List](#) [Change Password](#) [Log Off](#)

Mail or drop-off additional license fee payments at:

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

If you need assistance, please call the Liquor Commission audit staff: (808) 768-7320 or 768-7321.

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## CHANGE PASSWORD (cont.)

Change Password - Windows Internet Explorer  
https://mirror3.honolulu.gov/liqgls/frmChangePwd.aspx

Change Password X KSSK-FM - Aloha From Ha...

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**Liquor Commission: Change Password**  
License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 - RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

Please type in your new password below (two times) to change it:

New Password:   
Verify New Password:

Submit Cancel

**CHANGE PASSWORD**  
Enter your own personal password and keep it in a safe place for future use.

- From this point, your personalized password will be non-expiring. **Please keep it in a safe place.** You will be able to access your account at anytime to either complete your gross liquor sales report or to view previously submitted reports.
- The creation of the personalized password requires a minimum of 7 alphanumeric characters with no spaces in between. It must consist of at least 1 letter, 1 number, and a capital letter or a special character.
- For a detailed explanation of the on-line filing process, go to the gross liquor sales section of the Liquor Commission website and click on **GLS Online Instructions**.
- The system automatically logs out after 60 minutes of inactivity. Please **save** your work during the process.

**Please Note:**

- This web application is best viewed in [IE 7 and above](#), and in screen resolution of [1024x768](#).


**Click Submit**

**Mail or drop-off additional license fee payments at:**

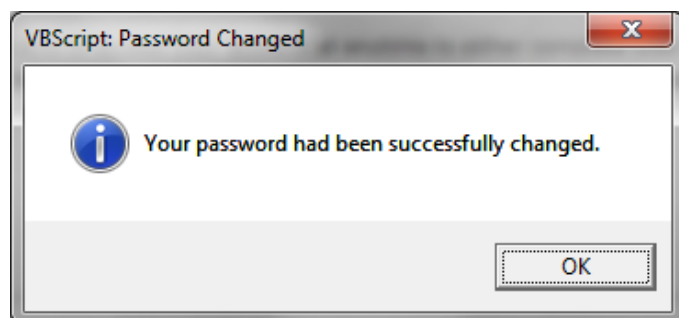
**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

**If you need assistance, please call the Liquor Commission audit staff: (808) 768-7320 or 768-7321.**

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Pop up box will indicate your password has been successfully changed.



After your password is changed (if logging in for the first time), click **File New Report**

Please have your sales totals available to input. See page 1 for the information required. The system session is limited to 60 minutes however you may save the information you've inputted by **clicking the Save button** at the bottom of the page.

Report List - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqgl/frmReportList.aspx

Report List | KSSK-FM - Aloha From Ha...

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**Liquor Commission: My GLS Report(s)**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU , HI 96813**

Filing Report Period	Gross Liquor Sales	Amount Due	Filing Date & Time	By Whom	Action
07/01/2013 - 06/30/2014 (FY14)	\$106,729.00	\$0.00	5/22/2014 4:03:08 PM	Kimo Aloha	Edit Delete
07/01/2013 - 06/30/2014 (FY14)	\$106,729.00	\$0.00	5/22/2014 4:04:27 PM	Kimo Aloha	View Only

File New Report

Print List Change Password Log Off

Mail or drop-off additional license fee payments at:

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

If you need assistance, please call the Liquor Commission audit staff: (808) 768-7320 or 768-7321.

Click **File New Report**  
Note: Your screen may look slightly different.

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## FILE A GLS RESTAURANT REPORT

The current fiscal year is auto-populated. If you are filing for a portion of the fiscal year (prorated) you must select a Reason from the drop down menu and manually enter in the Reporting Period.

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglslfrmReport.aspx?Action=New

Enter your First Name, then Last Name, Title and Phone Number

Your Restaurant's Name & other information auto-populates

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**Liquor Commission: Declaration of Gross Liquor Sales**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

**\*\*Note: All fields are required, except specified as optional.\*\***

Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:

First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

Reporting Period: 7/1/2013 To 6/30/2014 (FY: 14) If different, select the reason:

Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):

Total Gross Sales from 7/1/2013 to 6/30/2014  
Food and liquor sales from catering functions shall also be included.

Enter income for reporting period from:

a) Food sales  
b) Other non-liquor sales  
c) Total non-liquor sales (NLS)

Gross Liquor Sales for reporting period  
Complimentary Drinks (Reported at the value of the sales price)  
**Total Gross Liquor Sales**

Computation of Additional License Fee:

Less: Deductible for FY14 (GLS adjustment)  
GLS - NET  
Enter the assessment rate of the class of the respective license  
**Additional License Fee Due:**  
This amount is limited to the maximum for FY14

Additional Information for substantiation of Gross Liquor Sales of License Year:

Liquor Stock on hand as of (beginning date) 7/1/2013  
Total of Liquor Purchases for License Year reported above  
Liquor Stock on hand as of (ending date) 6/30/2014  
Cost of Liquor Sold (COLS) for License Year reported above

If you are filing for a portion of the fiscal year (prorated), select a reason and manually input the Reporting Period, end date must be June 30 of the current fiscal year.

Blank  
New License  
Temporary License  
Transfer  
Other

Calculate NLS

Calculate COLS



## FILE A GLS RESTAURANT REPORT (cont.)

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frnReport.aspx?Action=New

Report Form

**Budget & Fiscal Services**

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You are here: Home / On-Line Services /

**Liquor Commission: Declaration of Gross Liquor Sales**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

**\*\*Note: All fields are required, except specified as optional.\*\***

Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:  
First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

Reporting Period: 7/1/2013 To 6/30/2014 (FY: 14 ) If different, select the reason: Blank

**Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):**  
Total Gross Sales from 7/1/2013 to 6/30/2014  
Food and liquor sales from catering functions shall also be reported.  
Enter income for reporting period from:  
a) Food sales  
b) Other non-liquor sales  
c) Total non-liquor sales (NLS)  
Gross Liquor Sales for reporting period  
Complimentary Drinks (Reported at the value of the sales price)  
**Total Gross Liquor Sales**

**Computation of Additional License Fee:**  
Less: Deductible for FY14 (GLS adjustment)  
GLS - NET  
Enter the assessment rate of the class of the respective license  
**Additional License Fee Due:**  
This amount is limited to the maximum for FY14

**Additional Information for substantiation of Gross Liquor Sales of Licensee:**  
Liquor Stock on hand as of (beginning date) 7/1/2013  
Total of Liquor Purchases for License Year reported above  
Liquor Stock on hand as of (ending date) 6/30/2014  
Cost of Liquor Sold (COLS) for License Year reported above

Enter total **Gross Sales**. Include total Gross Liquor Sales, Food Sales and Non-Liquor Sales. (Note that Food and Non-Liquor Sales will be itemized in the next fields)

Enter total Food Sales

Enter total Non-Liquor Sales (coffee, tea, soft drinks, etc.), Sales Commission, Souvenirs, etc.

\$ 346829.00  
\$ 208250.00  
\$ 31850.00  
Calculate NLS  
\$  
\$  
\$  
\$  
\$  
\$  
\$  
\$  
\$  
\$  
Calculate COLS  
\$

Done, but with errors on page.

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## FILE A GLS RESTAURANT REPORT (cont.)

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frnReport.aspx?Action=New

Report Form

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**Liquor Commission: Declaration of Gross Liquor Sales**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

**\*\*Note: All fields are required, except specified as optional.\*\***

**Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:**

First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

**Reporting Period:** 7/1/2013 To 6/30/2014 (FY: 14 ) If different, select the reason: Blank

**Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):**

Total Gross Sales from 7/1/2013 to 6/30/2014 \$ 346,829.00  
Food and liquor sales from catering functions shall also be included.

Enter income for reporting period from:

a) Food sales \$ 208,250.00  
b) Other non-liquor sales \$ 31,850.00  
c) Total non-liquor sales (NLS) \$ 240,100.00

Gross Liquor Sales for reporting period \$ 106,729.00  
Complimentary Drinks (Reported at the value of the sales price) \$ 0.00  
**Total Gross Liquor Sales** \$ 106,729.00

**Computation of Additional License Fee:**

Less: Deductible for FY14 (GLS adjustment) \$ 200,000.00  
GLS - NET \$ 0.00  
Enter the assessment rate of the class of the respective license 0.0050  
**Additional License Fee Due:** \$ 0.00  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00

**Additional Information for substantiation of Gross Liquor Sales of License Year:**

Liquor Stock on hand as of (beginning date) 7/1/2013 \$  
Total of Liquor Purchases for License Year reported above \$  
Liquor Stock on hand as of (ending date) 6/30/2014 \$

Calculate COLS

Click **Calculate NLS** greyed fields will auto-populate

Done, but with errors on page.

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## FILE A GLS RESTAURANT REPORT (cont.)

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frnReport.aspx?Action=New

Report Form

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**Liquor Commission: Declaration of Gross Liquor Sales**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

**\*\*Note: All fields are required, except specified as optional.\*\***

**Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:**

First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

**Reporting Period:** 7/1/2013 To 6/30/2014 (FY: 14 ) If different, select the reason: Blank

**Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):**

Total Gross Sales from 7/1/2013 to 6/30/2014 \$ 346,829.00  
Food and liquor sales from catering functions shall also be included.

Enter income for reporting period from:

a) Food sales \$ 208,250.00  
b) Other non-liquor sales \$ 31,850.00   
c) Total non-liquor sales (NLS) \$ 240,100.00  
Gross Liquor Sales for reporting period \$ 106,729.00  
Complimentary Drinks (Reported at the value of the sales price) \$ 7481.00  
**Total Gross Liquor Sales** \$ 106,729.00

**Computation of Additional License Fee:**

Less: Deductible for FY14 (GLS adjustment) \$ 200,000.00  
GLS - NET \$ 0.00  
Enter the assessment rate of the class of the respective license 0.0050  
**Additional License Fee Due:** \$ 0.00  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00

**Additional Information for substantiation of Gross Liquor Sales of License Year:**

Liquor Stock on hand as of (beginning date) 7/1/2013 \$  
Total of Liquor Purchases for License Year reported above \$  
Liquor Stock on hand as of (ending date) 6/30/2014 \$

Enter total Complimentary Drinks

Done, but with errors on page.

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## A GLS RESTAURANT REPORT (cont.)

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frnReport.aspx?Action=Edit

License Number: **K0000** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU , HI 96813**

**\*\*Note: All fields are required, except specified as optional.\*\***

**Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:**  
First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

**Reporting Period:** 7/1/2013 To 6/30/2014 (FY: 14 ) If different, select the reason: Blank

**Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):**  
Total Gross Sales from 7/1/2013 to 6/30/2014 \$ 346,829.00  
Food and liquor sales from catering functions shall also be included.  
Enter income for reporting period from:

a) Food sales \$ 208,250.00  
b) Other non-liquor sales \$ 31,850.00 **Calculate NLS**  
c) Total non-liquor sales (NLS) \$ 240,100.00  
Gross Liquor Sales for reporting period \$ 106,729.00  
Complimentary Drinks (Reported at the value of the sales price) \$ 7,481.00  
**Total Gross Liquor Sales** \$ 114,210.00

**Computation of Additional License Fee:**  
Less: Deductible for FY14 (GLS adjustment)  
GLS - NET  
Enter the assessment rate of the class of the respective license  
**Additional License Fee Due:**  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00

**Additional Information for substantiation of Gross Liquor Sales of License Year:**  
Liquor Stock on hand as of (beginning date) 7/1/2013  
Total of Liquor Purchases for License Year reported above  
Liquor Stock on hand as of (ending date) 6/30/2014  
Cost of Liquor Sold (COLS) for License Year reported above

**Enter Liquor Stock on hand as of July 1 (beginning date)**  
**Enter Total of Liquor Purchases for the fiscal year**  
**Enter Liquor Stock on hand as of June 30 (ending date)**  
**Click Calculate COLS, grey field will auto-populate**

\$ 200,000.00  
\$ 0.00  
\$ 0.0050  
\$ 0.00  
\$ 7,000.00  
\$ 84,950.00  
\$ 6,000.00  
**Calculate COLS**  
\$ 85,950.00

I declare, under the penalties set forth in Chapter 281, Hawaii Revised Statutes, that the information furnished herein is true and correct to the best of my knowledge and belief is a true, correct and complete return, made in good faith, pursuant to Chapter 281 and the Rules of the Liquor Commission of the City and County of Honolulu.

First Name: Kimo Last Name: Aloha Title: Vice-President

Done, but with errors on page. Internet | Protected Mode: On 100%

## FILE A GLS RESTAURANT REPORT (cont.)

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frmReport.aspx?Action=Edit

Report Form

Reporting Period: 7/1/2013 to 6/30/2014

**Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):**

Total Gross Sales from 7/1/2013 to 6/30/2014 \$ 346,829.00  
Food and liquor sales from catering functions shall also be included.

Enter income for reporting period from:

a) Food sales \$ 208,250.00  
b) Other non-liquor sales \$ 31,850.00   
c) Total non-liquor sales (NLS) \$ 240,100.00  
Gross Liquor Sales for reporting period \$ 106,729.00  
Complimentary Drinks (Reported at the value of the sales price) \$ 7,481.00  
**Total Gross Liquor Sales** \$ 114,210.00

**Computation of Additional License Fee:**

Less: Deductible for FY14 (GLS adjustment) \$ 200,000.00  
GLS - NET \$ 0.00  
Enter the assessment rate of the class of the respective license 0.0050  
**Additional License Fee Due:** \$ 0.00  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00

**Additional Information for substantiation of Gross Liquor Sales of License Year:**

Liquor Stock on hand as of (beginning date) 7/1/2013 \$ 7,000.00  
Total of Liquor Purchases for License Year reported above \$ 84,950.00  
Liquor Stock on hand as of (ending date) 6/30/2014 \$ 6,000.00  
  
Cost of Liquor Sold (COLS) for License Year reported above \$ 85,950.00

I declare, under the penalties set forth in Chapter 281, Hawaii Revised Statutes, that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return, made in good faith, pursuant to Chapter 281 and the Rules of the Liquor Commission of the City and County of Honolulu.

First Name: Kimio Last Name: Aloha Title: Vice-President Date: 6/24/2014

Mail or drop-off additional license fee payments at:

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard

Enter Officer of the Company or Authorized Agent, First Name, Last Name and Title to validate the information provided is true.

Review the report for accuracy then click Save.

Done, but with errors on page 1 of 1

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## FILE A GLS RESTAURANT REPORT (cont.)

Payment Page - Windows Internet Explorer  
https://mirror3.honolulu.gov/liqglslfrmPayment.aspx

Payment Page

**Budget & Fiscal Services**

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**Liquor Commission: Confirmation and Payment Page**

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU , HI 96813**

You don't have any amount due. Please click Submit to file your report online.


By clicking on the **Submit** button, you will receive a confirmation number on next screen if your information is successfully transmitted. You cannot edit your report anymore. If you need to amend your report, you need to come to the Liquor Commission office in person to do so.

**Mail or drop-off additional license fee payments at:**

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

If you need assistance, please call the Liquor Commission audit staff: (808) 768-7320 or 768-7321.

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After you have saved your report, click **Submit** to file report. *Note: once you submit the report you cannot make changes online.*

Once you have saved and submitted your report you will receive a confirmation shown below.  
Once the report is submitted, it can no longer be modified. If changes are required do the following:

- 1) Print out the original report (click Print)
- 2) Hand write "AMENDED" (largely and boldly) on the top of the print out
- 3) Line out errors and make corrections to the report as necessary
- 4) Mail or hand-delivery the Amended report with payment, if applicable.
- 5) Write-in the name and telephone number, if a different person is amending the report
- 6) Proper authorization to amend: Please print the name and sign the bottom of the report.

Confirmation of  
submittal

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqgls/frnReport.aspx

License Class: 02 = RESTAURANT Trade Addr.: 123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813

✓ You have successfully filed your Gross Liquor Sales Report online with the confirmation #36. Mahalo!

Name / Title / Phone (i.e. 808-123-4567) of person preparing this report:  
First Name: Kimo Last Name: Aloha Title: Vice President Phone: 808-123-4567

Reporting Period: 7/1/2013 To 6/30/2014 (FY: 14 ) If different, select the reason: Blank

Gross Liquor Sales (includes Complimentary Drinks & Sales Taxes):  
Total Gross Sales from 7/1/2013 to 6/30/2014 \$ 346,829.00  
Food and liquor sales from catering functions shall also be included.  
Enter income for reporting period from:  
a) Food sales \$ 208,250.00  
b) Other non-liquor sales \$ 31,850.00  
c) Total non-liquor sales (NLS) \$ 240,100.00  
Gross Liquor Sales for reporting period \$ 106,729.00  
Complimentary Drinks (Reported at the value of the sales price) \$ 0.00  
Total Gross Liquor Sales \$ 106,729.00

Computation of Additional License Fee:  
Less: Deductible for FY14 (GLS adjustment) \$ 200,000.00  
GLS - NET \$ 0.00  
Enter the assessment rate of the class of the respective license 0.0050  
Additional License Fee Due: \$ 0.00  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00  
No Amount Due

Additional Information for substantiation of Gross Liquor Sales of License Year:  
Liquor Stock on hand as of (beginning date) 7/1/2013 \$ 7,000.00  
Total of Liquor Purchases for License Year reported above \$ 84,950.00  
Liquor Stock on hand as of (ending date) 6/30/2014 \$ 6,000.00  
Cost of Liquor Sold (COLS) for License Year reported above \$ 85,950.00

I declare, under the penalties set forth in Chapter 281, Hawaii Revised Statutes, that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return, made in good faith, pursuant to Chapter 281 and the Rules of the Liquor Commission of the City and County of Honolulu.

First Name: Kimo Last Name: Aloha Title: Vice-President Date: 5/22/2014



## PRINT COPY AND MAKE PAYMENT

Click **Print** to keep a copy of the report (amount due is indicated on the report).

If you are mailing in a check payment or paying in person, please provide a copy of the report with your payment.

Make check payable to: "City & County of Honolulu"

Pay online using your Visa or Mastercard or pay cash in person.

Report Form - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqgls/frnReport.aspx

Favorites Liquor Commission, Offic... Web Slice Gallery

Report Form

Gross Liquor Sales for reporting period	\$ 106,729.00
Complimentary Drinks (Reported at the value of the sales price)	\$ 0.00
<b>Total Gross Liquor Sales</b>	<b>\$ 106,729.00</b>

**Computation of Additional License Fee:**  
Less: Deductible for FY14 (GLS adjustment)  
GLS - NET  
Enter the assessment rate of the class of the respective license

**Additional License Fee Due:**  
This amount is limited to the maximum for FY14  
License Class: 02 = RESTAURANT = \$25,000.00

**Amount Due will auto-populate here. Make check payable to: City & County of Honolulu or pay online by Visa/MasterCard, or in person with cash.**

	\$ 200,000.00
	\$ 0.00
	0.0050
	\$ 0.00
	No Amount Due

**Additional Information for substantiation of Gross Liquor Sales of License Year:**

Liquor Stock on hand as of (beginning date) 7/1/2013	\$ 7,000.00
Total of Liquor Purchases for License Year reported above	\$ 84,950.00
Liquor Stock on hand as of (ending date) 6/30/2014	\$ 6,000.00
Cost of Liquor Sold (COLS) for License Year reported above	\$ 85,950.00

I declare, under the penalties set forth in Chapter 281, Hawaii Revised Statutes, that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return, made in good faith, pursuant to Chapter 281 and the Rules of the Liquor Commission of the City and County of Honolulu.

First Name: Kimo Last Name: Aloha Title: Vice-President Date: 5/22/2014

Print Return

**Mail or drop-off additional license fee payments at:**

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

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## GLS ONLINE REPORT COMPLETE

You have completed your report.

Report List - Windows Internet Explorer  
http://mirror3.honolulu.gov/liqglr/frmReportList.aspx

Report List

**Budget & Fiscal Services**

Government | Agencies and Departments | Online Services | Business | Residents | Visiting

You are here: Home / On-Line Services /

### Liquor Commission: My GLS Report(s)

License Number: **R8888** Trade Name: **BEST FOOD CAFE**  
License Class: **02 = RESTAURANT** Trade Addr.: **123 KAPIOLANI BLVD. #9000, HONOLULU, HI 96813**

Filing Report Period	Gross Liquor Sales	Amount Due	Filing Date & Time	By Whom	Action
07/01/2013 - 06/30/2014 (FY14)	\$106,729.00	\$0.00	5/22/2014 4:03:08 PM	Kimo Aloha	<a href="#">Edit</a> <a href="#">Delete</a>
07/01/2013 - 06/30/2014 (FY14)	\$106,729.00	\$0.00	5/22/2014 4:04:27 PM	Kimo Aloha	<a href="#">View Only</a>

[File New Report](#)


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**Mail or drop-off additional license fee payments at:**

**Liquor Commission**  
Pacific Park Plaza  
711 Kapiolani Boulevard, Suite 600  
Honolulu, Hawaii 96813-5249

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Done

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